



**State of Vermont
Public Service Board**

MEMORANDUM

To: EEU E-mail Service List

From: Ann Bishop and Ed McNamara, Board staff

Re: Next Steps for EEU Structure Working Group

Date: December 14, 2007

On December 13, 2007, Public Service Board ("Board") staff held the ninth meeting of the Energy Efficiency Utility ("EEU") Structure Working Group. At that meeting attendees agreed to the following next steps:

- The Department of Public Service ("DPS") will contact the Secretary of Administration regarding whether he perceives any legal barriers to changing the current contract model to an appointment model. The DPS will provide the EEU Structure Working Group e-mail service list with information about the Secretary of Administration's opinion when it is available.
- By **December 17, 2007**, Working Group participants may submit additional written comments on the revised Draft Recommendation for a Revised Energy Efficiency Utility Structure that was developed by some workshop participants. Comments received after that date might not be reflected in Board staff's draft Interim Report on the EEU Structure Working Group's activities.
- By **January 4, 2008**, Board staff will circulate a draft Interim Report on the EEU Structure Working Group's activities.
- From 1:30 to 4:30 p.m. on **January 7, 2008**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. Discussion will focus on the draft Interim Report. If time permits, the Working Group will begin to address participants' areas of concern with elements of the revised Draft Recommendation for a Revised Energy Efficiency Utility Structure that have not yet been fully explored.

- By **January 11, 2008**, participants will circulate any comments they have on the draft Interim Report.
- **January 18, 2008**, is Board staff's target date for finalizing the Interim Report. The report will be provided to the Board and circulated to the e-mail service list.
- From 1:30 to 4:30 p.m. on **January 28, 2008**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. Topics for discussion will be identified at the January 7 workshop.